

INDIVIDUAL TRAINING STANDARDS

1. General. This enclosure contains all of the ITSs for this OccFld, grouped by MOS. Each MOS is contained in a separate Appendix to Enclosure (6).

2. Format. For each ITS, the following elements of information are provided:

a. TASK. The task describes a specific and necessary behavior expected of a Marine in a particular MOS or billet. It is a clearly stated, performance-oriented action requiring a learned skill. Skills that "make" a Marine or qualify that Marine for the appropriate MOS are designated as "Core." Those advanced skills that are mission, grade, or billet specific are designated as "Core Plus."

b. CONDITION(S). This portion of the ITS describes the equipment, manuals, assistance/supervision, special physical demands, environmental conditions, and location affecting a Marine's performance of the task under real-world circumstances.

c. STANDARD(S). This portion of the ITS describes the level of proficiency to which the individual must perform the task.

d. PERFORMANCE STEPS. Collectively, the performance steps represent the logical sequence of actions required of the Marine to perform the task to standard. These actions are typically detailed in the references.

e. INITIAL TRAINING SETTING. All ITSs are assigned an initial training setting that includes a specific location for initial instruction [Functional Learning Center (FLC) or Managed On-The-Job Training (MOJT)], a sustainment factor (number of months between evaluation or retraining to maintain the proficiency required by the standard), and a "Required By" grade (the lowest grade at which task proficiency is required).

f. REFERENCE(S). References are doctrinal publications, technical manuals, and other publications upon which the ITS and its performance steps are based. They should be readily available and provide detail to the procedures that are only summarized in the performance steps.

g. TRAINING MATERIEL (Optional). Training materiel includes all training devices, simulators, aids, equipment, and materials [except ammunition, distance learning (DL) products, and performance support tools (PST)] required or recommended to properly train the task under the specified conditions and to the specified standard. Mandatory items are preceded by an asterisk(*).

h. AMMUNITION (Optional). This table, if present, depicts the ammunition, explosives, and/or pyrotechnics required for proper training of the ITS.

i. DISTANCE LEARNING PRODUCT(S) (Optional). This section includes a list of any currently available or planned DL products designed to provide training related to this task.

j. PERFORMANCE SUPPORT TOOL(S) (Optional). This section includes a list of any currently available or planned PSTs designed to provide training related to this task.

k. ADMINISTRATIVE INSTRUCTIONS (Optional). Administrative instructions provide the trainer/instructor with special required or recommended circumstances, including safety precautions, relating to the training or execution of the task. These instructions may also clarify the meaning of the task.

MOS 0659, INFORMATION SYSTEMS CHIEF

DUTY AREA 01 - PLANNING

For a complete MOS 0659 task list, add appropriate grade-level tasks from MOS 0600, BASIC COMMUNICATION INFORMATION SYSTEMS MARINE to the following tasks.

TASK: 0659.01.01 (CORE) PLAN DATA COMMUNICATIONS NETWORK

CONDITION(S): Provided planning documents and references.

STANDARD(S): Per the references.

PERFORMANCE STEPS:

1. Determine network services required.
2. Determine network hardware and software requirements.
3. Determine Information Security (INFOSEC) requirements.
4. Coordinate Information Assurance (IA) requirements.
5. Draft data network diagrams.
6. Draft fault tolerance plan.
7. Draft the plan.
8. Submit the plan.

INITIAL TRAINING SETTING: FLC Sustainment: 6 Req By: SSgt

REFERENCE(S):

1. Applicable Technical Publications/Manuals
2. SOP, UNIT
3. CISCO PRESS BOOKS, Cisco books (<http://www.ciscopress.com>)
4. MCO 5239.2, Marine Corps Information Assurance Program (MCIAP)
5. MCWP 3-1, Ground Combat Operations
6. MICROSOFT PRESS BOOKS, For Information Technology (IT) Professionals (<http://www.microsoft.com/mspress/it/>)
7. MICROSOFT TECHNET ONLINE, Technet online (<http://www.microsoft.com/technet/>)
8. MITNOC, Marine Corps Information Technology & Network Operating Center (<http://www.noc.usmc.mil>)
9. NAVY INFORMATION ASSURANCE, Navy Information Assurance (<http://www.infosec.navy.mil/dcuments/>)

TASK: 0659.01.02 (CORE) PLAN HELP DESK OPERATIONS

CONDITION(S): Provided planning documents and references.

STANDARD(S): Per the references.

PERFORMANCE STEPS:

1. Establish standard operating procedures.
2. Establish watch schedule.
3. Determine equipment requirements.
4. Determine help desk application.
5. Establish training procedures.

INITIAL TRAINING SETTING: FLC Sustainment: 12 Req By: SSgt

REFERENCE(S):

1. CISCO PRESS BOOKS, Cisco books (<http://www.ciscopress.com>)
2. MCO 5239.2, Marine Corps Information Assurance Program (MCIAP)
3. MICROSOFT PRESS BOOKS, For Information Technology (IT) Professionals (<http://www.microsoft.com/mspress/it/>)
4. MICROSOFT TECHNET ONLINE, Technet online (<http://www.microsoft.com/technet/>)
5. MITNOC, Marine Corps Information Technology & Network Operating Center (<http://www.noc.usmc.mil>)
6. NAVY INFORMATION ASSURANCE, Navy Information Assurance (<http://www.infosec.navy.mil/dcuments/>)

DUTY AREA 02 - OPERATIONS

DUTY AREA 03 - SUPERVISE

TASK: 0659.03.01 (CORE PLUS) SUPERVISE OPERATION OF A DATA COMMUNICATIONS NETWORK

CONDITION(S): Provided the planning documents, equipment, software, and references.

STANDARD(S): Per the references.

PERFORMANCE STEPS:

1. Direct the placement of equipment.
2. Direct the installation/configuration of network components.
3. Direct the installation/configuration of network services.
4. Direct the installation/configuration of network security components.
5. Verify installation.
6. Perform system operation check.
7. Report status to TECHCON.
8. Assist in the operations of systems control (SYSCON).
9. Check to ensure network is in compliance with Information Assurance (IA) policies.
10. Monitor network performance.
11. Direct reconfiguration of network systems as required.
12. Update network documentation as required.

INITIAL TRAINING SETTING: MOJT Sustainment: 6 Req By: SSgt

REFERENCE(S):

1. Applicable Technical Publications/Manuals
2. CISCO PRESS BOOKS, Cisco books (<http://www.ciscopress.com>)
3. CMS-21, COMSEC Material System Policy and Procedures
4. MCO 5239.2, Marine Corps Information Assurance Program (MCIAP)
5. MICROSOFT PRESS BOOKS, For Information Technology (IT) Professionals (<http://www.microsoft.com/mspress/it/>)
6. MICROSOFT TECHNET ONLINE, Technet online (<http://www.microsoft.com/technet/>)
7. MITNOC, Marine Corps Information Technology & Network Operating Center (<http://www.noc.usmc.mil>)

8. NAVY INFORMATION ASSURANCE, Navy Information Assurance
(<http://www.infosec.navy.mil/documents/>)

TASK: 0659.03.02 (CORE) SUPERVISE OPERATION OF MESSAGE DISTRIBUTION SYSTEM

CONDITION(S): Provided the planning documents, equipment, software, and references.

STANDARD(S): Per the references.

PERFORMANCE STEPS:

1. Direct the placement of equipment.
2. Direct the installation of message distribution system.
3. Direct the implementation of security measures.
4. Verify installation.
5. Perform system operations check.
6. Report status to Technical Control Facility (TECHCONFAC).
7. Supervise Local Control Center (LCC) security.
8. Supervise LCC operations.

INITIAL TRAINING SETTING: MOJT Sustainment: 6 Req By: SSgt

REFERENCE(S):

1. Applicable Technical Publications/Manuals
2. CISCO PRESS BOOKS, Cisco books (<http://www.ciscopress.com>)
3. CMS-21, COMSEC Material System Policy and Procedures
4. MCO 5239.2, Marine Corps Information Assurance Program (MCIAP)
5. MICROSOFT PRESS BOOKS, For Information Technology (IT) Professionals
(<http://www.microsoft.com/mspress/it/>)
6. MICROSOFT TECHNET ONLINE, Technet online (<http://www.microsoft.com/technet/>)
7. MITNOC, Marine Corps Information Technology & Network Operating Center
(<http://www.noc.usmc.mil>)
8. NAVY INFORMATION ASSURANCE, Navy Information Assurance
(<http://www.infosec.navy.mil/documents/>)

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DUTY AREA 04 - MAINTENANCE

Appendix Q to
ENCLOSURE (6)

DUTY AREA 05 - TRAINING